

Appointment Based Transactions

The below list of transactions may require an in-person visit; appointments will be made on a case by case basis. Please call a motor vehicle branch office or main office for a determination on the most effective way to process your transactions.

TRANSACTION	CRITERIA
CLP – Duplicate	All duplicate commercial learner’s permits will be processed by appointment.
Certain Motor Carrier Services	Only those transactions that cannot be processed online, or via email, fax machine, or mail. Determination will be made on a case by case basis.
Commercial Licenses - All	All commercial licenses will be processed by appointment.
Commercial Registrations – All	All commercial registrations; excise tax must be paid at the local town office.
Dealer Temp Plates	Temporary dealer plates will be processed by appointment in branch offices, main office may process requests by phone and mail.
Hire/Short Term Rentals	All vehicles requiring a JB filing will be processed by appointment; excise tax must be paid at the local town office.
Licenses & IDs – Substantive Changes	Substantive changes include changes to: name, DOB, SSN, gender, class, restrictions/endorsements.
Lost Plates	Lost plate applications will be processed by appointment.
New Registrations	Must have paid excise tax and unable to register at the local town office.
Original licenses & IDs	Licenses & IDs will be processed by appointment if no existing motor vehicle identity and/or photo record exists
Placards – New Application	New disability placard applications will be processed by appointment; renewals/replacements may be requested by phone/mail.
Plate Change to Disability	All registrants requiring a plate change to disability plates will be processed by appointment.
Re-Reg (No Muni/Rapid Renewal Option)	Must have paid excise tax and unable to renew through Rapid Renewal or at local town office.
Return to Maine license renewal/reissue	Licenses of people returning to Maine after having been licensed in another state will be processed by appointment.
Titles	Any title request may be processed at main office by appointment.
Various Vehicle Permits	Transit Permits will be processed by appointment. Short term booster permits may be processed by appointment.
Waivers – Licenses	People moving to Maine and transferring licenses from another state will be processed by appointment.

PLEASE NOTE:

Transactions that will not be processed by appointment at this time and until critical backlogs are caught up:

- REAL IDs – there is a federal extension in place until October 1, 2021 and current licenses & IDs remain valid for domestic air travel.
- Non-essential changes such as changing a photo on a valid license, changing registration plates on a valid and unexpired registration.
- Excise tax will not be collected at branch offices (exception: unorganized territories).
- Reinstatement of driver’s licenses, vehicle registrations and titles that are suspended will be processed by phone.